

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES

BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on September 23, 2014 at 9:00 a.m. in the Conference Room of the Caswell County Department of Social Services. In attendance were: Mr. Jeremiah Jefferies, Chairman; Mr. Larry Hamlett, Mr. David Owen, Ms. Marylene McCain. Mrs. Tammy Paschal attended for Mrs. Rascoe and Dianne Moorefield, Secretary was present. Mr. Kenneth Travis was absent from the meeting.

Vice Chairman, Mr. Hamlett called the meeting to Order at 9:00 a.m. given that Mr. Jefferies arrived a few minutes past 9:00 a.m. The agenda for the meeting was reviewed and approved upon a motion by Ms. McCain and second by Mr. Owen. Minutes of the meeting held August 19, 2014 were reviewed and approved upon a motion by Mr. Owen and second by Ms. McCain. There was no public address to the Board.

Budget Amendment #3, Additional 100% Day Care allocation in the amount of \$699.00 and a Family Reunification allocation in the amount of \$4,730.00 was approved upon a motion by Ms. McCain and second by Mr. Owen.

Board Members were advised of in-house personnel changes since the previous meeting. These changes included:

Ms. Afrika Faison transferred from Child Support to CPS Social Worker.

Ms. Renisha Brown transferred from Income Maintenance to Child Support.

Ms. Tosha Brown transferred from Clerical to Income Maintenance.

New hire, Ms. Charleste Bigelow joined our staff in the Processing Assistant IV position in our Adult Services Unit.

As a result of these changes we now have a vacancy in our Clerical Unit and we expect to transfer one of our in-house staff into the Adult Home Specialist position within a few days.

Board Members were informed that Ms. Lisa Anderson is attending CPS Supervisor's training in Asheville, NC. They were also informed that DSS had a great turnout at the Channel 12 broadcast when they were here and staff made considerable food donations for their food drive.

Board Members were also informed that North Carolina received approval from the Centers for Medicare and Medicaid Services (CMS) to receive 75% reimbursement for Medicaid eligibility functions throughout SFY 2014-2015 and ongoing. This is in addition to the increased reimbursement originally received for work done in the NC FAST system. We are looking into how much this reimbursement could be and assessing the best ways to utilize these extra funds.

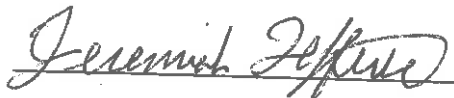
At 9:15 a.m. upon a motion by Mr. Owen and second by Ms. McCain, the Social Services Board entered into Closed Session to Consider the Competence, Term of Appointment and Performance of an Individual Public Officer (NCGS 143-318.1(a)(6)). At 9:50 a.m. the Board the Board returned to Open Session upon a motion by Mr. Jefferies and second by Mr. Owen.

Supervisors attended the meeting and reported on work within their respective units. All Supervisors were present except for Mrs. Lisa Anderson.

The next regularly scheduled meeting of the Social Services Board is scheduled for October 21, 2014 at 9:00 a.m. in the Room of the Department of Social Services.

Upon a motion by Mr. Jefferies and second by Mr. Owen the Social Services Board Meeting was adjourned at 10:05 a.m.

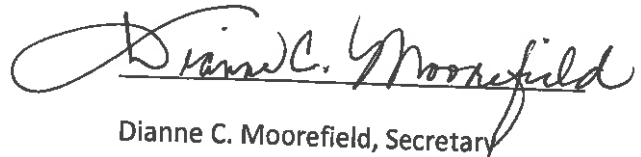
Respectfully Submitted,



Larry Hamlett, Vice Chairman

10/21/2014

Date



Dianne C. Moorefield, Secretary

10/21/14

Date

DSS

9/29/2014

<i>Expenditures: Increase/(Decrease)</i>	<i>Account Code</i>	<i>Prior Total Funding Authorization</i>	<i>Additional Allocation Increase/ Decrease</i>	<i>Amended Balance</i>
CP&L Energy Assist	100.5480.499.100	\$1,601.33	\$456.00	\$2,057.33

<i>Revenues: Increase/(Decrease)</i>	<i>Account Code</i>		<i>Increase/ (Decrease)</i>	<i>Balance</i>
DSS/Admin WCA	100.3538.360.000	\$1,703,274.36	\$456.00	\$1,703,730.36

Approved by Caswell County Board of Commissioners

SOCIAL SERVICES BOARD MEETING

October 21, 2014

- I. Overdue Application Report for October - 2014- Two in NCFAST**
- Overdue Application Report for October – 2014 No overdue in EIS**
- II. Medicaid Eligibility**

October - 2013	October - 2014	NCFAST – October - 2014
Open Cases – 4,139	Open Cases – 911	Open Cases – 4,417
Open People – 5,022	Open People – 4,661	Open People – 4,762
Authorized People – 4,768	Authorized People – 4,642	

- III. North Carolina Health Choice**

October - 2013	September– 2014
Open Cases – 210	Open Cases - 109
Authorized People – 303	Authorized People - 158

- IV. SA (REST HOME)**

October– 2013

October – 2014

Authorized People – 95

Authorized People - 96

- V. Application, Reviews and Changes**

	October - 2013	October – 2014 in NC FAST	October- 2014 in EIS
Applications Taken	181	177	14
Applications Approved	131	118	19
Applications Denied	61	101	13
Applications Withdrawn	2	0	0
Reviews	303	447	66
Total Changes	3,272	1,545	273
Terminated	160	75	105

- VI. AFDC-EA: CASWELL COUNTY DSS DIDN'T SERVED 0 FAMILIES FROM THE
EMERGENCY DURING THE MONTH OF September 2014 totaling \$0.00**

VII. REPORT CARD – September - 2013

**We are at 100% total for all programs: MAD – 100%, AAF – 100% MAA – 100%,
MQB– 100% MAF – 100% MIC – 100%, MPW – 100%, NCHC 100 %**

REPORT CARD – September- 2014

We were at 98% total in all programs: MAD - 100%, AAF – 100%, MAA – 100%

MQB - 100%, MAF – 100%, MIC – 100%, MPW – 100% AND NCHC –100%

VIII. Cost Calculation Report for the Month of September 2014 County Share -

\$ 00.00

Cost Calculation Report for the Month of September 2013 County Share -

\$ 00.00

**IX. All Eligibility Workers continue to Cross Train as Universal Workers for NC FAST,
Work Support Strategies, MAGI application and the Affordable Care Act, and the
Federally Funded Market Place.**

***Effective September 8, 2014 Caswell County have begun Stage 1 of the NC FAST Hard
Launch. We are keying all cases, with a few exceptions into NC FAST.***

Mary Harrelson, Supervisor IMSII

October 13, 2014

**Social Services Board Meeting
October 21st, 2014**

EBT Issuance:

September 2014

Issuance	\$590,325
Cases	2652
Individuals	5154

September 2013

<i>Issuance</i>	<i>\$555,301</i>
<i>Cases</i>	<i>2652</i>
<i>Individuals</i>	<i>5172</i>

Workload Report:

September 2014

Applications taken	150
Applications approved	125
Applications denied	12
Overdue applications	0
Redeterminations	373

September 2013

<i>Applications taken</i>	<i>89</i>
<i>Applications approved</i>	<i>102</i>
<i>Applications denied</i>	<i>21</i>
<i>Overdue applications</i>	<i>0</i>
<i>Redeterminations</i>	<i>397</i>

Fraud Report:

September 2014 FNS recoupments \$1,093
2014 third quarter food stamp recoupments \$3,928

September 2013 FNS recoupments \$1,739
2013 third quarter food stamp recoupments \$4,874

Crisis Intervention Program (CIP) Report:

LIEAP

July 1, 2014 thru June 30, 2015

New allocations	\$0
Total allocations to date	\$100,383
Total CIP money used – September	\$8,882.20
Available balance to date	\$76,607.72
Applications approved	226– 79 September
Applications denied	4 – 0 September

New Allocations	\$0
Total Allocations	\$0
Available Balance	\$0
Applications Pending	
Applications Approved	
Applications Denied	

Trainings/Meetings

Duke Energy Customer Care Meeting
Greensboro NC 10:00am – 2:00pm October 29, 2014
Attending: Jennifer Holt, Mary Harrelson, Audrey Simpson

Respectfully submitted,
Jennifer Holt
Income Maintenance Supervisor II

Caswell County Department of Social Services

Adult Services Board Report

October 13, 2014

Programs:

	September 2013	September 2014
Adult Protective Services		
Number of Reports Received	4	1
Number of Reports Accepted	2	1
Number of Reports for Outreach	2	0
Number Referrals to AHS/DFS/Other Services	0	0

Adult Care Homes/Adult Home Specialist

Number of Adult Care Homes	27	29
Number of Adult Care Homes Monitored	2	19
Number of Complaints Received	1	3

Guardianship Services

Number of Active Cases	21	21
Number of New Cases	0	1
Number of Terminated Cases	0	0

Multidisciplinary Evaluations

Number of Requests Received	2	6
Number of Evaluation completed	0	0

Individual and Family Adjustment Services-Representative Payee

Number of Active Cases	22	23
Number of New Cases	0	0
Number of Cases Terminated	0	0

State/County Special Assistance In-Home (10 Slots)

Number of Active Cases	10	10
Number of New Cases	0	0
Number of Terminated Cases	0	0
Number of Pending Cases	0	0

In-Home Aide Services

	September 2013	September 2014
Number of Active Cases	6	7
Number of New Cases	0	1
Number of Terminated Cases	0	1

Transportation Services

Number of Clients Served	177	177
Number of Trips Provided	911	931

Transportation Costs compared to September 2013 and September 2014

	2013	2014
EDTAP	\$1,396.81	\$2,753.26
Medicaid	12,562.00	\$19425.15
TTAP	-0-	\$0
Totals	\$13,958.81	\$22,178.41

This reflects an increase of \$8,219.60 from the previous year.

Hearings (Local Appeal Hearing & Administrative Disqualification Hearing):

	September 2013	September 2014
Number of Requests Received	1	2
Local Appeal Hearing	1	1
Administrative Disqualification Hearing	0	1
Number of Hearings Conducted	0	0
Local Appeal Hearing	0	0
Administrative Disqualification Hearing	0	0

Respectfully Submitted by Michelle Waddell *MW*
 Adult Services Supervisor
 October 13, 2014

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD REPORT
ECONOMIC INDEPENDENCE UNIT
OCTOBER 21, 2014

WORK FIRST EMPLOYMENT SERVICES:

Employment Services staff have received no request for an extension of the 24-month local time clock for Work First Cash Assistance since the last Board Meeting.

• **Monthly AFDC/WFFA Case Profile Summary Comparison:**

	October 2014	October 2013
Total # WFFA Cases	No Report Available	40
Caseload Increase/Decrease From Previous Month		(+2) 38
Child Only Cases		34 (85.00%)
Single-Parent Cases		6 (15.00%)
Cases Receiving Extension of Benefits		0
Average WFFA Payment		\$199.82

• **WFES / Pay After Performance/ Two-Parent Case Comparison:**

	October 2014	October 2013
Total # 2-Parent Households	No Report Available	0
Caseload Increase/Decrease From Previous Month		(-0-) 0
Benefit Diversion Cases		0
Non-Able Bodied Cases		0
Cases Meeting Work Requirement		0
Cases Not Meeting Work Requirement		0
New Application for Assistance		0
Average WFFA Payment		\$0.00

Please see reverse for Page 2

CHILD SUPPORT ENFORCEMENT:

- **Collection Information Comparison** for the Caswell County IV-D Unit:

	September 2014	September 2013
Net Current Month Collections	\$129,986.21	\$131,926.79
Monthly Collection Goal	\$153,721.00	\$157,603.81
Net Previous Month Collections	\$132,144.59	\$136,748.96
Net YTD Collections	\$411,446.66	\$418,935.87
Collections Goal for the Year	\$1,738,864.00	\$1,899,737.00
Percentage of Goal Met YTD	23.66%	22.05%
Target Percentage of Goal Met YTD	(3 mo.) 25.00%	(3 mo.) 25.00%

- **Child Support Enforcement Court Activity Report:**

	September 2014	September 2013
Number of Cases Scheduled/Heard	53/51	58/56
New Orders for Support Entered	3	0
New Current Support Payments	\$507.00	\$0.00
New Frequencies Toward Arrears	6	0
New Frequency Payments	\$253.00	\$0.00
Orders for Arrest	2	3
Jail Sentences	0	0
Purge Amounts	\$0.00	\$0.00
Total Payments Collected in Court	\$700.00	\$2,808.00
New Paternity Cases Established	1	0
Number of Modifications Heard	13	9

CHILD CARE SUBSIDY:

- **Comparative Summary of Child Care Subsidy Expenditures (CCDF, Smart Start & TANF):**

August Service Month Paid in September	2013/2014	2012/2013
Total Monthly Payment Amount	\$49,031.10	\$47,785.80
Monthly Unduplicated Child Count	132	129
Total Year-to-Date Expenditures	\$157,768.55	\$147,008.85
YTD Unduplicated Child Count	157	137
Total Allocation Available to Date	\$588,329.00	\$579,284.00
Traditional Spending Coefficient (2 mo.)	107.27%	102%

Child Care Subsidy Waiting List

The waiting list that was implemented on February 24, 2010 was cleared in April 2014 due to the availability of child care subsidy funds. However, that waiting list continues to remain in effect. We will be closely monitoring the funding available and the spending trends, in the hopes of lifting the waiting list when it becomes feasible for us to do so. As of October 13, 2014 we currently have 96-children on the waiting list.

Christmas Cheer 2014

The Christmas Cheer committee started taking applications for the 2014 Christmas holiday on October 1, 2014. We currently have 55-application which includes 110-children.

Submitted by: Tonya Breedlove October 13, 2014

Caswell County Department of Social Services

DSS Board Report - Child Protective Services

October 21, 2014

CPS Family & Investigative Assessments

	September 2014	September 2013
1.Total Number of Reports Accepted for Investigation	32	31
2.Total Number of Reports Screened Out	12	9
3.Total Number of Reports Referred to other Jurisdictions	1	1
4.Total Number of Treatment Cases Transferred In	0	1
5.Total Number of Intercounty Investigations	1	0
6.Total Number of Courtesy Interviews/Assists	2	1
7.Total Number of Open Investigative and Family Assessments on the Last Day of the Month	26	21
8.Total Number of Active CPS-Case Planning/Case Management Cases (families) Open Last Day of the Month	4	6
9.Total Number of Malicious Reports Received	0	0

Additional Information

- Bernado Wiley attended the 20th Annual Symposium on Child Abuse and Neglect from September 23-25, 2014. The symposium was held at Lake Junaluska, NC. The cost of registration and accommodation was covered by Cross Roads. The symposium offered various workshops for the participants.
- Lisa Anderson attended the first of three sessions on Introduction to Supervision for Child Welfare Supervisors from September 10-12, 2014. The training was conducted in Asheville, NC. All new Child Welfare supervisors are required to participate in this training.

Respectfully submitted by Lisa H. Anderson
Child Protective Services Supervisor
October 8, 2014

**Board Report
October 21, 2014**

During the month of September 2014 we had no new children to enter or exit care.

Work Load Report	September 2014	September 2013
Children in DSS Custody	16	11
Foster Care Services for children in custody of another state/county	1	0
Licensure of foster and adoptive homes	1	1
Adoption Assessments	1	1
Home studies for other Courts	3	3
Supervision of foster homes	3	4

Training:

Child Placement Staff did not attend any training during the month of September.

Child and Family Services:

We are gearing up for our Foster Care Christmas drive. An old folks saying: *don't spend all of your money, save some for a rainy day*. It's not raining but the Child Placement Staff has an umbrella. We were fortunate to have money left from the previous years; and have been able to save those monies. We do not know what response we may receive the upcoming year due to the change in the economy. The number of children in foster care has increased over 50% since last Christmas. We are reaching out to the Churches and families that have sponsored the children in the past. Things have been somewhat slow. We hope as the holiday season approaches, the community's giving spirit will emerge.

Child Placement Workers remain in rotation to handle courtesy requests within the Child Protective Services Unit.

Prepared By: Racquel Hughes
Child Placement Supervisor
October 8, 2014